

UMATILLA MORROW RADIO & DATA DISTRICT

Boardman City Hall

November 1, 2016 – 1:30PM

Present: Director Kennedy Director Matlack Director Roxbury
Director Lieuallen Director Pratt

Absent: None

Guests: Rick Stokoe, Boardman Police Department Marlon Johnson, Day Wireless
Ron Spencer, Motorola Loren Dieter, Boardman Police Department

Staff: Shawn Halsey, Rosanna Brown

- I. **Call to Order and Recognition of Guests:** The meeting was called to order at 1:30pm.
- II. **Roll Call:** Directors Matlack, Pratt, Roxbury, Pratt and Lieuallen were present.

III. Minutes of the Meetings from October 4, 2016

A motion to approve the minutes from the October 4 meeting was made by Director Matlack and seconded by Director Lieuallen.

*Director Pratt: Aye
Director Lieuallen: Aye
Director Matlack: Aye
Director Roxbury: Aye
Director Kennedy: Aye*

- IV. **Changes/Additions to the Agenda:** None
- V. **Business from Guests:** None
- VI. **Old Business**

a. Communication Interoperability Grant Project

The project was very nearly done. Shawn and Brett planned testing with the 700 repeaters. All of the equipment was in and all paths built. UHF and VHF repeaters were working and being controlled. Shawn expected to request reimbursement in November.

b. Next System RFP

1. Voice System Frequency Selection

Shawn provided some information about the pros and cons of UHF versus 700. It was unknown how the P25 modulation will work, in this environment, on UHF. UHF had interference and 700 did not. Interference could be overcome but Shawn was unsure if P25 was as robust as analog. These issues were model-able and Shawn asked the Board to approve an upgrade to the prediction coverage software that would provide data about this issue. The cost was about \$5000 and that upgrade would also double the cost (from \$2000 to \$4000) of the annual maintenance and support cost of the program. Shawn felt that it was necessary to know before a band decision was made.

BDAs could be used to fill in coverage holes with UHF or 700. BDAs for a 700 would be less expensive than UHF. BDAs for either band would be significantly less expensive than new sites.

The Board agreed that the upgrade was a necessary expense and approved the expense. Shawn will provide an update at the next meeting.

2. RFP Options

After review of the options, Shawn did not recommend that the District put out a joint RFP for microwave and voice systems. He felt that many things could change over the 2 year microwave project and did not feel comfortable

committing to an agreement for the voice system until the microwave project was complete. Shawn also noted that an RFP might not be needed for just the microwave system upgrade because State contracts are available and are already competitively bid. An RFP process would cost about \$40,000 and take a lot of time and that could be avoided. Shawn felt that, if another site was necessary to go 700, the decision would be to stay with UHF.

c. Service Vehicle Proposal

Umatilla County had the service truck evaluated and Shawn provided the report in the packet. The value of the truck was reported as \$65,000-75,000. Shawn recommended exchanging the truck for 67.4 months of rent with Umatilla County, which equals \$72,322.00. Shawn confirmed that Doug Olsen did not have any legal issues with the agreement. *A motion to transfer the vehicle to Umatilla County, for a total cost of \$72,322.00 (equal to 67.4 months of rent) was made by Director Kennedy and seconded by Director Matlack.*

Director Matlack: Aye

Director Lieuallen: Aye

Director Roxbury: Aye

Director Kennedy: Aye

Director Pratt: Nay

Shawn will confirm the agreement with the County, then bring back a request for approval to purchase the new vehicle.

d. Love's Truck Stop Indoor Coverage Issue: The local staff had not heard from the corporate office.

VII. New Business

a. System Administrator's Report

1. Unit Tracking Sheet: No units were issued in October.

2. District Income Review: The Board reviewed the income report.

3. District Expenditures Review: The Board reviewed the expenditure report. In response to Director Kennedy's question, Shawn explained that the charge for an antenna install was related to the Interop Project.

4. District Bank Statement/Checks Review: The Board reviewed the bank statements.

5. LGIP: The Board reviewed the LGIP report.

b. Resolution 16-11-01-01: Whistleblower Policy

SDAO asked all special districts to adopt a Whistleblower Policy. The HR director for the District is Shawn.

A motion to approve the policy and adopt Resolution 16-11-01-01 as presented, was made by Director Lieuallen and seconded by Director Kennedy.

Director Pratt: Aye

Director Matlack: Aye

Director Lieuallen: Aye

Director Roxbury: Aye

Director Kennedy: Aye

c. HVAC Contract

Shawn presented the contract that Campbell provided for HVAC services. The amount increased, due to added sites, so Shawn asked for approval for the expenditure of \$5959.50. The quote also included projected costs for 2 additional years of service. The contract covered 19 units. Shawn had checked with multiple providers and found Campbell to be the best for availability and service.

A motion to approve the one year HVAC contract with Campbell, in the amount of \$5959.50, was made by Director Kennedy and seconded by Director Matlack.

Director Pratt: Aye

Director Matlack: Aye

Director Lieuallen: Aye

Director Roxbury: Aye

Director Kennedy: Aye

VIII. Open Discussion

Shawn will be hosting a Christmas party and would like input from the Board about which Friday or Saturday in December is best.

The Radio Conference is scheduled for December 13 and 14.

The Board agreed to keep the January meeting scheduled for the 3rd.

Shawn planned a 2-day visit to the Codan Daniels headquarters in Victoria, BC in November and asked if any directors would like to also go. Codan Daniels gave a presentation to the Board earlier this year. Shawn will confirm dates and contact directors.

Ron Spencer: Motorola would like to have a special session with the Board in the next few months. They would like to provide experts and engineers and address concerns and the pros and cons of the bands that the Board is considering. Shawn and Ron will arrange the session.

IX. Adjourn: *A motion to adjourn the meeting at 2:00 was made by Director Matlack and seconded by Director Kennedy.*

Director Pratt: Aye

Director Matlack: Aye

Director Lieuallen: Aye

Director Roxbury: Aye

Director Kennedy: Aye

The next meeting is scheduled for December 6, 2016 at Umatilla County Fire District #1 Station #3.